MCO P5102.1A

Marine Corps Ground Mishap Investigation and Reporting Manual

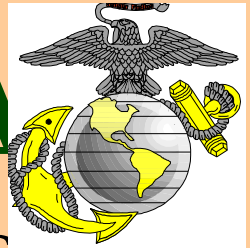
Mishap Investigation Guidance

- MCO P5102.1A provides:

  more in depth guidance for

  - the investigative process
  - the investigative report
  - the endorsement process

Major Changes in 1.A



- Same processes with some name changes.

  FSIR is now called SAFEREP

  GMRB is now a SIB

  SMR is no longer used to report serious mishap, however, a PCR, SIR, or OPREP-3 is required

  MMR is no longer used to report C &/or D Mishaps. These will be recorded in the logbook and will be required to be submitted quarterly via the chain of command to the Naval Safety Center.

Changes (Continued)

- Mishap logbook entry does not have to be by electronic means
- The unit is responsible for investigation of mishaps entered in the mishap logbook

Changes (Continue

- A mishap investigator from the Naval Safety Center will be sent for all class A on duty mishaps. (Command - MARFOR or CMC (SD) must liaison with COMNAVSAFECEN, Code 40 as soon as possible after notification of class A mishap to launch mishap investigator from NAVSAFECEN)

Changes (Continue

- If a Marine mishap occurs aboard ship or while waterborne while conducting Navy-Marine operations, the mishap investigation and report will be coordinated between the ship’s commanding officer and the senior embarked Marine.

Changes (Continued)

- Class C property damage has changed from $10,000 to $199,999 to $20,000 to $199,999
- The class B mishap has changed, a mishap that results in hospitalization of 3 or more personnel will be classified as a class B. (changes from 5 to 3) A mishap that results in a person remaining in a coma in excess of 24 hours is considered a Class B mishap for safety investigative purposes

Changes (Continue

- Appointing authority for the SIB is the first general officer in the chain of command
- The senior member of the SIB has message releasing authority
- SAFEREP is sent as Limited Distribution naval message
- Privileged information placed in the SAFEREP will be annotated

Changes (Continued)

- A Marine Corps operational mishap involving explosives, explosive devices, direct or indirect fire weapons (to include small arms), pyrotechnics, incendiary devices, or combat chemical agents that result in injury or class D property damage requires an SIB and a SAFEREP.
- Negligent discharges without injury or less than $2,000 property damage will be investigated and reported by a Hazard Report (HR). This does not apply to weapons discharged into a clearing barrel.

Submission of Mishap Log

- Mishap log entry will include the information gained by unit investigation
- Mishap log should include at a minimum those items (data points) within Appendix F, Mishap Logbook Entry Worksheet
- Mishap log will contain all mishaps, class A through D

MISHAP LOGBOOK ENTRY WORKSHEET

File Number/ Mishap Number	Date of Mishap	Time	Duty Status	Type of Mishap	Class	Total # Fat/Inj	MCC	RUC	Comp CMD	Major CMD	Parent CMD	Unit CMD	Co/Dept.

Last Name	First Name	MI	Rank	MOS	Rate	Age	Gender	Billet MOS	Indiv Status	Job Title	Driver's License	State	Expir Date

Mishap Summary	Causal Factors

Base	State/Cntry	City/County	General Area	Specific Location	Equipment Involved

General Activity	Specific Activity	Environmental Conditions

Injury Type	Body Part	Chemical Involved:	Chemical Comments

Personal Protective Equipment Used: ___ Helmet/Hard Hat ___ Safety Boots ___ Gloves ___ Flakjacket ___ Goggles/Glasses ___ Reflective Vest ___ Ear Plugs ___ Personal Flotation Device ___ Long Leg Pants ___ Long Sleeve Shirt ___ Seat Belt ___ Other (List)

Motor Vehicle:
Make:_____ Model: _____Year:_____
Where seated: _____ (Driver/Front, Rear Passenger)

Under Influence
Alcohol_____ BAC _____
Drugs _____

Ordnance: NSN:_____

Lot # _____ DODIC:_____

Training:

Formal Training (List type)
Date _____

Motorcycle/DIC/EVOC training:

List specific type of training given:

a. Lost Work Days: _____
Status: ____ Date of Status: _____
Hosp Days: ___Lost Time Days: ___
Total Lost Time: ___
Limit/Light Duty Days: ___
Total Time Cost: ___

b Civilian: Lost Time or First aid
c. Military:
Prognosis:
Will Marine have to leave the Corps due to injury?

c. Property Damage
DoD Property Damage: _____
Non DoD Property Dmg: _____
Total Damage Costs: _____
Total of Costs (a, b, c)_____

Mishap Tracking Information:
Start Date: ___ Report Due Date: ___
Report Sent Date: _____

Message Traffic: List DTG of PCR, SIR, or OPREP-3

Training
Place:_____Date:_____
FY - Quarter: _____ Annotated Report _____
FY Year: _____ Date Closed: _____

POC: Name: _____ E-Mail:_____ DSN:_____Commercial:_____ FAX: _____

Submission of Mishap Log (Continued)

- Mishap log to be submitted via chain of command not later than 30 days from the last day of the quarter to COMNAVSAFECEN (Code 41)
  - COMMARFORLANT, PAC OR RES may issue LANT, PAC or RES Mishap Order that amplifies this order

Mishap occurs, what is mishap classification? A, B, C, or D

If a Marine mishap occurs aboard ship or while waterborne when conducting Navy-Marine Corps Operations the mishap investigation and report will be coordinated between the ship's commanding officer and the senior embarked Marine.

- **Class A** — Fatality, PTD or $1M
- **Class B** — PPD, 3 or more Hospitalized, $200k or over 24 hr coma
- **Class C** — At least 1 day lost time, $20K to $199,999
- **Class D** — No Lost Time, First Aid Case or $2K to $19,999

Class A / Class B:

Did mishap occur on or off base?
Did mishap occur on or off duty?
Is a SAFEREP and SIB required or is mishap placed in mishap log after investigation?
(Operational mishap involving explosives, etc., resulting in injury or class D damage requires SIB.)

- **On duty and on base** or **On duty and off base**
- **Off duty and On base**
- **On or off base performing official duties**

Formal safety investigation required by a safety investigation board (SIB) and SAFEREP
Safety or member of SIB secures mishap site
Board appointed by first general officer in the chain of command, Mishap Board is convened
CMC (SD) is notified and liaison (usually only Class A) with NAVSAFECEN to send investigator

MARFOR or CMC (SD) establishes endorsement chain of command

SIB invesigates mishap
Board writes SAFEREP
Senior member of board releases SAFEREP

Part A and Part B of SAFEREP generated by board
Part A is Naval Message released by senior board member
Part B is hard copy enclosures, etc. Original sent to Naval Safety Center
Only one copy made of Part B and sent through endorsing chain

Final endorsement and closeout by CMC (SD)

Class C:

Mishap is investigated by unit/mishap logged into mishap log
Quarterly submission of log to Naval Safety Center through chain of command
A copy of mishap log is retained by unit for five years
(Negligent discharge where injury did not occur reported by hazard report)

- **Off duty and Off base**

Mishap is investigated by unit and logged into mishap logbook
Quarterly submission of logbook through chain of command to Naval Safety Center
A copy of mishap log is retained by unit for five years

Questions?